

**California Emergency Management Agency (Cal-EMA)****Coastal Region**

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www.oes.ca.gov**Region II Mutual Aid Regional Advisory Committee (MARAC)****1300 Clay St., Ste. 400, Oakland Ca, 94612****Wednesday August 12, 2009****10:00 a.m. - 3:00 p.m.****MEETING NOTES****REGION II MARAC Members present:**

Cecile Rollinson	Acting RA, Cal-EMA Coastal Region
Roger Sigtermans	EM Mutual Aid, Cal EMA Coastal Region
Ed Sullivan	EB Mud
Steve Mahaley	San Mateo Op Area OES
Mickey Griffin	Cal EMA, Law Enforcement Branch
Chris Godley	Marin Op Area OES
Barbara Center (RDMHC)	Emergency Medical Specialist
Kathleen Crawford	City of Oakland OES

Telecon and Video Conferencing:

Miguel Gray	Santa Clara County OES
Bob Powell	Solano County OES
Alex Ruffin	Solano County OES
Sandy Covall-Alves	Sonoma Op Area OES

Others Present:

Sandra McKenzie	Cal-EMA, Coastal Region
Nancy Smith	Cal-EMA, Coastal Region
Memoree McIntire	Cal EMA, Coastal Region
Robert Tao	Cal EMA, Coastal Region, IT
Glen Saddler	Cal EMA Training Branch
Kathryn Fernandez	Cal EMA Exercise Branch
Cliff Bowen	CDPH, Drinking Water
Marvin Young	CDPH, Drinking Water
Henry DeGroup	California Water Service Company
Ed Silva	Chair Disaster Services, American Red Cross
Charles Telahala	American Red Cross

Introductions/Confirm Quorum

Cecile provided a quick brief on emergency procedures and evacuations routes. Introductions were made. A quorum was not established. No formal minutes were made. Meeting notes have been recorded for informational purposes only.

Agenda Review and Approval of Previous Meeting Minutes

The agenda was reviewed and meeting notes from June 10, 2009 meeting were provided.

SEMS Maintenance System Reports

- **SEMS Advisory Board Report** – Advisory board has not met. No scheduled meetings, no report. Will check with Moustafa for date of next meeting.
- **SEMS Tech Committee Report** – Nothing to report. No date has been scheduled.

Regional/State Reports

- **H1N1 Planning** - Main focus is planning for the H1N1. Region has been collecting information from the Op Areas. The goal to complete a Regional CONOP s for the fall flu season. The region is in the process of gathering information such as CDPH long-range planning info in preparation for an October 1, 2009, target date. We are in the process of gathering information such as AAR's and "best-practices" from Op Areas. Op Areas were encouraged to send AAR's and "best practices" to Nancy Smith if they have not done so already. Coastal Region would like to host an H1N1 Workshop in the fall prior to October 1, to share information with Op Areas in order to assist with long range planning. Members were queried on interest of conducting an H1N1 Workshop. All agreed to participate. Barbara Center encouraged that we invite someone from the CDC. Memoree McIntire will assist with coordinating logistics and will contact those interested in participating. Kathleen Crawford advised that Dr. Mentube (*check name spelling*) from Alameda County has been very active and may be interested in participating as well. Chris Godley expressed interested in not focusing on medical health issues as this would be addressed by medical health channels, but that for purposes of emergency management; the focus should be on the expectations from an emergency management local OES perspective (e.g.: ordering protocols, logistics, public information, virtual EOC, etc.).
- **NIMSCAST Roll-out** - Bret Benson sent a letter out regarding the NIMCAST roll-out. Deadline for completion is set for September 7, 2009. Technical assistance will be provided by Cal EMA H.Q. Most Op Areas should have received something. Some Op Areas question the NIMCAST requirements for this year, considering the fact that the changes have been minimal. Cecile advised that she will convene a conference call for Op Areas in order to address questions regarding NIMCAST requirements and any changes that have been made. Op Areas were asked to prepare a list of questions prior to the call and email to their respective Cal EMA field coordinator.
- **Staffing Changes** - Cecile advised of staffing changes and new staff hires. Robert Butchart has recently been hired as Port and Harbor position. The region is currently recruiting for a Sr. ESC for Training and an ESC Field position. Greg Smith has accepted a position with our Law Enforcement Branch.
- **Regional Coordination Planning Grant Program (RCPGP)** - The RCPGP is a region priority at this time. The Annex's developed as a result of the project will feed into the Region Emergency Coordination Plan (RECP). Cal EMA Coastal Region field staff have been assigned to the various subcommittees as follows:
 - Debris Management – Memoree McIntire

- Mass Transportation and Evacuation – Doug Wisman
 - Mass Care and Shelter – Robert Butchart
 - Mass Fatality – Mickey Griffin, Bob Gerber
 - Volunteer Management – Sandra McKenzie
 - Advisory Steering Committee – Cecile Rollinson and Roger Sigtermans
- **Role of Op Area**
Moustafa's group is going to develop a workgroup to come up with definition for the role of the Op Area. Roger will be heading up that committee by working with Inland and Southern Regions, and reaching out to the Op Areas to determine what is currently in existence pertaining to the role of the Op Area and to obtain clarification and input moving forward.
 - **Sr. Leadership Summit**
Final report has been provided to Executive Branch for review and approval. The final report should be out soon.
 - **State Furloughs**
Mandatory furlough days have been implemented, and will no longer allow for flexibility as in the past. Mandatory furlough days have been scheduled for the first three Fridays of every month effective until June 2010.
 - **Joint Utility Task Force**
The Joint Utility Task Force meeting was held here last week. We met via VTC with Southern and Inland Regions, state agencies, and public and private utility agencies. We are discussing the concept of having a water desk in the REOC within the Utility Branch, and developing agreements with water agencies to ensure response to the REOC. The goal is to have a 'Water Mutual Aid System' in place during disaster.

FEMA has a project called the 'Aviation Logistics' planning that is offered by FEMA. Southern Region has incorporated this into their regional catastrophic planning effort. Southern Region is having a "kick-off" meeting tomorrow, 8/13. There is interest from Op Areas within the region to bring this planning up to the region. Region staff will be attending the meeting tomorrow to gather more information on "Aviation Logistic Planning." Doug Wisman will follow Southern Region's planning efforts and bring to the region. We are looking at up to one year before incorporating into our planning efforts.

Mutual Aid System

- **Law Enforcement** – Personnel changes are occurring within law branch. Chief's position still open. Paul Walters from Region I currently serves as "Acting Chief", and is on the list. We are expecting to hear a final announcement in September. Paul is retired LAPD. Paula Carr, Deputy Chief, Region III, has had a long term illness. Mickey is now covering Region III during her absence. ALCO hosted a Regional Law Enforcement Mutual Aid Course for Cal EMA Law Branch. Additional courses will be hosted throughout the state. Coastal Region was the first to host in this fiscal year. The exercise 'Urban Shield' coming up. This is UASI funded Exercise. October is Statewide Law MA conference at Mather, CA. Agenda item of interest includes pre-planning for Wild land Fire Response for Law Enforcement. Bob Gerber is heading up the LEMA for Coroner's Mutual Aid. They are also setting up caches for Law Enforcement Coroner's Mutual Aid.

The above mentioned EMMA systems are being developed separately; however, once completed will tie into a single, cohesive program that will benefit the entire state during disaster.

- **Medical Mutual Aid** – H1N1 update was provided by Barbara Center. Two efforts underway by CDPH are in process of asking each of the RDMHS within the state to assist with designating

location for two products. One is DTPA (formal name not provided). This is a counter measure for radiological emergencies following dirty bomb events. Sixty-five hundred (6,500) doses available from SNS to place within each region. Region III will be receiving 500 doses and the remaining six thousand (6,000) will be divided among the remaining five regions. Counties are being polled to determine interest in housing the product. This has a 6-7 year shelf life. Once expired, will not be replaced. There is cyanide producing facilities within the region where smoke can produce bi-products. CDPH will purchase 1,000 kits that will serve as an antidote for cyanide poisoning. Op Areas were encouraged to talk with MHOAC in their areas to get more hospitals on-line. The latest tally for H1N1 related illnesses as of August 5, 2009, is 900 hospitalizations and 92 deaths. It is not known what will happen in the fall season, or whether the potential outbreak will be worse, or the same as last April. Rapid testing kits were found to be only 50% accurate; therefore, those with influenza-type symptom are not necessarily excluded from contracting H1N1 just because they tested negative. The CDPH is taking another look at school dismissals and asking the public not to consider dismissals as “closures” as they are finding that school dismissals do not have a community impact on the spread of H1N1. School dismissals are mostly being considered for those schools that primarily tend to the medically fragile or pregnant students. Testing phase of H1N1 vaccine is underway. The vaccine will arrive in batches and a shortage of the vaccine is not anticipated. The regular flu vaccine will arrive and be administered in one dose first. The H1N1 vaccine will then arrive and be administered in two-three doses. This will cause staff issues for clinics that administer the H1N1 vaccines. There was concern on where the vaccine will be delivered and how it will be distributed. CDPH needs to decide where and how this will be distributed prior to September and October, so that government agencies can gear up and coordinate a plan for distribution. First priority for distribution of the vaccine will include pregnant women and those who care for children under 6 mos. of age, health care providers and EMS personnel, then people between 6 months and 24 years of age, and finally between 25 – 64 years of age. Respirator issues, counties still cannot get the N-95s. More guidance is needed on how to order during the fall season. There are inconsistencies on what vendors will tell you. The CDPH has noticed a trend, which places higher priority on orders that involve large quantities. This seems to hold more weight with distributors and manufactures. The recommendation has been made to CDPH to have the state purchase N-95 masks in quantities, then the Op Areas purchase from CDPH.

- **Emergency Management-** No activations, mutual aid or mission requests. Most of planning thus far has been centered on preparation for GG 2010.
- **Cal EMA Exercise Branch** – Main priority is on GG 2010 planning efforts that remain ongoing. Thomas Tornel, Kevin Chan, and Kevin Leshner are working with Coastal Region. Planning Conference is scheduled for October 28, 2009. There are several levels planning for the exercise (State and Federal, Inland, Coastal, and Southern Regions). The general exercise will focus on a port-related terrorism event involving multiple ports. City of Richmond Port, Oakland, San Francisco, Benicia, Redwood City, and San Mateo County will participate in Coastal Region. The exact scope of scenario per port has not yet been flushed out therefore, it is not known as of yet as to the extent of medical impact that will result.
- **Cal EMA Training Branch** – With OHS and OES merger, CSTI has been placed under the division of the training branch. CSTI has had to rethink most of their course deliveries as result of the furloughs. The majority of courses are 32 and 42 hour courses, the challenge has been delivering 40-hour course within a 32-hr. furlough work week. With three 32-hour work weeks per month, we are trying to determine how to schedule in terms of a 10-hour training day, or shorten the courses. Most of courses have been developed so that applicants can use DHS grant funding to attend and if courses are changed, this require us to go back to DHS in order to approve. The training branch is working on what can and cannot be delivered.

FEMA has pushed out to all state training officers an “all hazards” Type III incident Management Team training. In October, train-the-trainer courses will be delivered for all command and general staff positions such as Comm Unit Leader, etc. A committee is being convened to determine who will attend the training, as those chosen will bring the training back to California. Preference for training will include fire, law, and public works folks as they are familiar with ICS. Meetings are ongoing. The Hazardous Material Continuing Challenge is coming up from Sept 8 - 11, 2009.

Chief of staff, Mike Dayton has met with CESA to determine what type of position specific training is needed. We’ll be meeting today to determine. Alameda County, Dublin, is hosting a TAC-Med Course at end of September. The training is a two-week high level medical course designed for SWAT Teams and the Medics that would assist them. This is a two-week advanced training that has already proven to save lives. See more information in Cal EMA Post section training.

- **Op Area Updates (Emerging Issues, activations, activities, etc.)**
- **San Mateo** – Prepping for “Great ShakeOut” by conducting communication exercise. Also planning an EOC exercise for April 2010. Big push is getting staff training in preparation for April.
- **Marin** – H1N1 preparation and planning ongoing. Wild land fire planning, TTEX took place to include law and fire for planning on evacuation issues. DSW awareness campaign for county work force being run in September. This serves as reminder to county work force on their responsibility as DSW s. No functional exercise will be conducted this year for the EOC. Instead, county is focusing on section workshops. A training and TTEX will be conducted to focus on internal sections training to start in September. OES will not participate in the “ShakeOut.” It is intent to clear the decks by October in event that H1N1 hit big due to national or public perception, we will be not be heavily involved in other programs and projects in October.
- **Santa Clara** – Just completed a successful management section training to emphasize importance of planning section within the EOC. Materials available for sharing to those interested. Completed deliverables on a few contracts in regard to Donations Management draft template. Also have a draft template for a Shelter Annex, for shelter planning that is specific to functional needs. In relation to that, we have completed training through a contract with the State Dept. of Rehab and now have a train cadre of staff able to inspect potential shelters for levels of accessibility. Recently completed mass care and shelter planning guidance through another contract arrangement. Also released and are in process of a formal RFP for comprehensive mitigation planning. Finally, for DSW effort a campaign we’ve developed a sticker system to developed four basic categories of the DSW workforce to identify first responder field types, EOC responders, continuity of Ops. and a support category. The stickers will help us identify who is who within the DSW workforce.
- **Sonoma** – We have new CAO, which is helpful because we needed and EOC Director. Chris Thomas is serving as interim until official recruitment. Chris is very familiar with emergency management. We earmarked funds through our congressional rep for 190,000.00 of spending funds to go towards EOC technology project. Waiting for approval. Project will be to run and evaluate Groove and Share-point within the EOC. This is a mechanism for sharing and tracking information.
- **Solano** – The county is looking at furlough days, but not sure if this will happen as of yet. Alexandra Ruffin has come on board as Assistant Emergency Manager. We are involved in section training now, and have extensive EOC staff list of about 100 people in training so that we can have three deep in each position. Will be conducting ICS 300-400 classes for November. Doing some of the Delta Flood project work with the additional five counties involved in that. Hazard Mitigation as well as H1N1 planning is ongoing. Conducting TTEX and ongoing working group meetings. We have an emergency management group mainly consisting of fire personnel, but are working to with law enforcement to get them on board with

emergency management. For last three years we've had Incident Support Management Teams that respond in mobile command vehicles on all third-alarm fires, which allows fire agencies to use their own personnel in the field to accommodate logistics and so forth. Law enforcement is looking at developing the same thing.

- **EB Mud** – EOP completed and TTEX completed. Alternate EOC completed by end of month and positioned in Walnut Creek. The water bagging machine will have propane tanks installed to allow for mobility. Completing all ICS 100-400 classes for refresher for NIMSCAST.
- **City of Oakland** – City working on H1N1 public information brochure, which is in final stages. Once completed the brochure will be shared with those who would like to modify for use. Working on department annexes for Pandemic Flu EOP and particularly working with fire department, police department, and public works so that those departments can start planning for potential staffing scenarios on 25% - 50% absenteeism, so that they are prepared for their 24 hr. around the clock staffing patterns in event they are affected by the flu this Fall. We are conducting a blue-flu inoculation clinic with Alameda County in Sept. or Oct., date yet to be determined, to make sure that fire, police, EMS, OES to ensure that everyone is inoculated. An exercise that was conducted last year was successful that both fire and PD noticed a drop in absenteeism. We made it so convenient that employees could come and receive inoculations during their work shift and brought it out to some of the fire houses. We are working on plans for all continuity of government operations the museum, library and several other city departments. The City of Oakland continues to have furlough days, but we don't really have them on a regular schedule, but rather clumped around other holidays. Will close down between Christmas and New Year's. To accommodate for the clumping of days off they are smoothing paychecks, the fact that we get paid every two weeks, it makes it easier to manage our budget. No positions cuts were taken for July 1st budgets, however, promotions of staff to other positions will not be replaced in the general fund.

The city is active in RCPGP and GG working groups and will take part in the GG 2010 exercise with the Port of Oakland. The 20th Anniversary of Loma Prieta, the City of Oakland will participate in the Great ShakeOut. The City of Oakland is working with FEMA to have an EXPO the weekend before the anniversary of Loma Prieta.

Other Updates

- **COAC** – At our last conference call there was discussion on the Cal Volunteers working with the Op Areas and is waiting to hear the result. They are having a meeting down south. We discussed having the COAC meeting as CESA and discussed having Secretary Bettenhausen and his office as our guest speaker if he is available. We will discuss the type of questions we will ask so that he can prepare to have the correct people there to answer them. A COAC sent a letter to Secretary Bettenhausen to discuss the EMPG spending, and how the Op Areas can get an increase in funds to allow more funds to flow to the Op Areas. Sandy will provide copy of letter to the three Regions.

The meeting down south with Cal Volunteers was to determine implementation and the managing of the Disaster Corp Program, and its implications at the local government levels and its responsibilities for managing the Disaster Corp program. Initially, Cal Volunteers required that all Op Areas appoint a representative for managing the program. The Op Areas don't have the staff or funding to hire additional staff to manage the program. Cal Volunteers is working on credentialing of volunteers and liabilities associated that haven't been worked out as of yet. Disaster Corps is targeting affiliated volunteer groups first. The Disaster Corp Program is not entirely focused as of yet other than a few draft documents that are out there in terms of program and policy, most do not yet address critical details such as liability, certification, and responsibility of volunteers.

Old Business

- **MARAC Representatives /Alternates** - At the last meeting it was suggested that we put together nomination to include that a small municipality and special districts, and who would qualify and what is the criteria. We put together some suggested criteria for discussion as follows:

Municipality Representative – (MARAC Bylaws indicate that a small municipality would have a population of less than 100,000, with a large municipality having a population of more than 100,000). Additional proposed criteria would be the following:

- Have a “full-time” emergency manager
- Have a comprehensive and active emergency management program
- Have a commitment to attend and participate in MARAC meeting and working groups.

The MARAC proposed revision to criteria above:

- Most Small Municipalities do not have “full-time” emergency managers for jurisdictions that have a population of less than 100,000, and would therefore, limit participation. Possibly suggest that criteria be changed to read “Small Municipalities should have a “designated” emergency manager, as apposed to a “full-time” emergency manager. The above criteria would open up membership to a wider number of small municipalities that wish to participate in MARAC. The region will revise the Bylaws to reflect the above for the next meeting.
 - It was further suggested that we open the meeting up to more volunteer groups or organizations that would normally respond during disaster. There are those that would be interested in attending the MARAC if invited. This will not affect establishment of a quorum, as a quorum is met by a majority of the Op Areas present. This will be further addressed at the next meeting.
- **Special Districts** – Nominations were solicited for inclusion of special districts membership for broader representation. Santa Clara Valley Water District was nominated. It was further suggested that districts that cross jurisdictional boundaries be nominated as well. The region should include nominations of special district on upcoming agendas to allow time for member consideration prior to future meetings. This will allow the meeting to move more quickly.

A date was selected to receive nominations prior to next meeting. Op Areas were asked to send in nominations by September 16, 2009, to be voted on during the October 14, meeting. It was suggested that members could vote by Proxy (appointed representative), and that teleconferencing would also be valid.

- **RECP Review (RCPGP Integration)** – No update at this point. We should further discuss at next meeting. Kathleen voiced concern that URS has not yet provided the templates any of four plans. With deadline for March 2010, the cities and Op Areas will be up against a severe time-crunch, as not another dime can be spent on the plans after that date. It was suggested that URS attend the next MARAC to update all on the overall planning projects.

MARAC adjourned for lunch at 12:00 p.m.

MARAC reconvened at 1:15 p.m.

New Business:

- **The Great California “Shake-Out”** - Kathryn Gonzales, Cal EMA Ex Branch, provided overview of “California Shake-Out” and preparedness timelines associated with the event. The event is an annual statewide earthquake drill that will occur on October 15, 2009 at 10:15 AM. Last year’s exercise took place on November 2008, where at least 5.5 million people participated by a “drop, cover, and hold on” during a simulated earthquake event. This years goal is to get at least 10 million participants statewide in this year’s event. The concern from MARAC members is that formal documentation be distributed in the form of letter that indicates that Cal EMA is actually sponsoring in support of the event. It is possible that a letter will be put together from Secretary Bettenhausen advising the Op Areas that Cal EMA will be participating in the ShakeOut exercise.
 - Madelyn Mackie, ARC, provided additional information on the exercise and what the City of San Rafael is doing. Those that would like to coordinate efforts in their communities should contact Susan Garcia. Madelyn provided the following information:
 - In September, numerous Public Service announcements will be distributed.
 - Next telephone conference call meeting is Aug. 19, 11:30 to 1:30 PM.
 - For further information on the exercise and how to participate, see attachments and refer to website at: www.ShakeOut.org (See additional attachments regarding ShakeOut).

The question arose on whether Cal EMA is sponsoring the program. There is work in progress to have a letter from Cal EMA drafted and distributed to local government agencies supporting the event.

- **Local Government On-Scene Coordinator (LGOSC)**
Draft RECP Interim Guideline (Background) - The need for LGOSC was identified during the Cosco Busan Oil Spill incident when it was apparent that there was no mechanism in place for addressing local and political concerns regarding resource allocation, site sensitive areas, and the use of volunteers. The development of the LGOSC was an attempt to effectively unify SEMS/NIMS and integrate the system with an oil spill event where land and local governments would be affected. The ACP guides for Oil Spill Response in the Bay Area. The ACP was revised and adopted by the Area Committee last year and the LGOSC is incorporated into the plan. As a result the USCG can now incorporate the LGOSC within the UC at the discretion of the Federal Coordinating Officer (FCO) as the need arises. Selection of the LGOSC will be an emergency manager from the affected Op Area that understands the broader aspects of emergency management and has the training (ICS, SEMS, HAZWOPR training, etc.). Cal EMA was asked to adopt the LGOSC Interim Guideline into the RECP. Cal EMA Coastal Region met with the Dept. of Fish and Game and USCG to review and discuss the guideline and incorporated their revisions. **(See the revisions outlined in “red” of the attachment).**

It was mentioned that in last paragraph under ‘LGOSC Coordination’, remove second sentence which reads, “ *Local Government resources made available through the Operational Area Representatives of the RCG fall under the authority of the Unified Command when deployed.*”

The next step will be to finalize the guideline and review before formal adoption.

- **Credentialing** - (See FEMA document dates Feb. 2009 , attachment). CSTI has a credentialing system. UASI has a credentialing system. Credentialing in the last few years has been a combination of training and experience. The SEMS credentialing system is where a person is trained in a certain position. The group discussed whether to develop a system for the region. Credentialing will be further discussed at the next meeting. UASI is has developed a badge system to identify positions via color-coded ID cards that need cannot be used unless agencies are plugged into the helpbayarea.org website, and use Collaborative Fusion System. UASI will initially fund each Op Area 18K for the Collaborative Fusion System. The funding will run out in December 2009, requiring the Op Areas to maintain the system using their own funds. Most Op Areas do not have the funding to maintain the system. In the next meeting, the members should discuss a standard for identifying and color-coding positions.

Round Robin:

CDPH, Drinking Water – Cliff reported that they have been working with CALWARN (California Waste Water Agency Network), a mutual aid network for waste water systems, on resource typing for water and waste water assets. CDPH is conducting TTEX Design class through a contract with CSTI for water utilities to design a TTEX for water utilities. Still have funding for local water agencies to conduct a class. They also have ‘Crisis Emergency Risk Communication’ training for water utilities public information personnel. This is free training that can be provided. Finally, they have ‘Emergency Water Kit Sample’ training for hazmat teams in event of a credible incident at a water agency. They will conduct a one day exercise with City of San Jose Water District for H1N1. Funding is available from EPA for water utilities for one-day TTEX or 2-day Exercise Design Class. (See attached flyer)

Marin - County Office of Education is hiring an EM. Please advise if any candidates.

Cal EMA Coastal Region – Executive is committing to moving the region. No dates have been set as of yet. We are looking at USGS as possibility in Menlo Park.

Set Agenda for next meeting/time and location

- Discuss Credentialing and developing a standard system
- Nominations for MARAC Representatives /Alternates

The next meeting is scheduled for October 14, 2009, and will be located at the Coastal REOC.

Adjourn

The meeting adjourned at 3:00 p.m.

Action Items:

- Contact Moustafa for date of next SEMS Tech Committee Meeting.
- Get information on Training Bulletin from Cal EMA Training Branch for attachment.
- Revise the MARAC Bylaws to reflect the following criteria:
“Small Municipalities with a population of less than 100,000 should have a “designated” emergency manager” for the purpose of opening up membership to a wider number of small municipalities that would like to participate in the MARAC. **(See background info under page 7, under proposed revision to criteria.)**
- Add to next meeting agenda discussion on opening the meeting up to more volunteer groups or organizations that would normally respond during disaster.
- It was suggested that the region include nomination of Special District on upcoming agendas to allow time for members to decide and consider for next meeting. Santa Clara Valley Water District was nominated by Miguel Gray.
- Obtain nominations for special district membership from Op Areas by September 16, 2009, to be voted on by quorum during October 14th meeting.

- Request that URS possibly attend next MARAC to discuss RCPGP timelines and deliverables for plan integration process.
- **LGOSC Guideline:** in last paragraph under ‘LGOSC Coordination’, remove second sentence which reads, “*Local Government resources made available through the Operational Area Representatives of the RCG fall under the authority of the Unified Command when deployed.*”